



**CONNIE KITTRELL, RECORDER**  
**City of Gallatin**  
**132 West Main Street**  
**Gallatin, TN 37066**

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### **City of Gallatin Beer Permits**

The City Recorder's Office is responsible for all beer permits located within the city limits of Gallatin. The attachment is a helpful guide to assist you in the process of obtaining a beer permit and opening a business.

Please complete all questions on the application accurately and truthfully. Any applicant making false statement in the application shall forfeit his/her permit and shall not be eligible to receive any permit for a period of ten years.

The Gallatin Beer Board meets on the third Thursday of each month at 8:00 AM in City Hall. All completed applications are due in the Recorder's Office at least ten business days before the scheduled meeting.

The beer board requests that the applicant or representative be present at the board meeting. You will be informed by the City Recorder's office when to appear.

## **Beer Permit Process**

1. Obtain application from City Recorder's Office
2. Secure compliant location
3. Return completed application at least ten business days prior of the next scheduled beer board meeting
4. Pay \$250.00 non-refundable fee
5. Background investigation conducted by the Gallatin Police Department
6. Life Safety inspection completed of premises
7. Representative or applicant present at meeting
8. Prorated privilege beer and/or alcohol tax payable when license approved
9. Obtain business license for location

If you have any questions, please call the Recorder's Office at 615-451-5893.

**CONNIE W. KITTRELL**

CITY OF GALLATIN  
132 WEST MAIN STREET  
GALLATIN, TN 37066

**ALCOHOL and BEER INFORMATION SHEET**

Name of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Sex: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Driver License #: \_\_\_\_\_

Residential Address: \_\_\_\_\_ Residential Phone #: \_\_\_\_\_

Previous Residential Address: \_\_\_\_\_

Previous Employment: \_\_\_\_\_

Previous Employment Address: \_\_\_\_\_

Have you ever been arrested? \_\_\_\_\_

If you have been arrested please list dates of arrest, charges, location of arrest and disposition:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I verify that the foregoing statements are true and accurate to the best of my knowledge and belief.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**FOR OFFICE USE**

An Investigation has been completed at the Gallatin Police Department

By: \_\_\_\_\_

Date: \_\_\_\_\_

Chief of Police: \_\_\_\_\_

Premises Checked: \_\_\_\_\_

**APPLICATION FOR A BEER PERMIT  
STATE OF TENNESSEE  
CITY OF GALLATIN**

APPLICATION FOR (CHECK ONE):

\_\_\_\_\_ ON PREMISES PERMIT(Restaurant, Tavern)  
\_\_\_\_\_ OFF PREMISES PERMIT(Store, Convenience Market)

I HEREBY MAKE APPLICATION FOR A PERMIT TO SELL, STORE, MANUFACTURE, OR DISTRIBUTE BEER UNDER THE PROVISIONS OF TENNESSEE CODE ANNOTATED SECTION 57-5-101 ET SEQ. AND BASE MY APPLICATION UPON THE ANSWERS TO THE FOLLOWING QUESTIONS:

1. FULL NAME OF APPLICANT(OWNER OF BUSINESS): \_\_\_\_\_
2. TYPE OF APPLICANT(CHECK ONE):  
PERSON \_\_\_\_\_ FIRM \_\_\_\_\_ CORPORATION \_\_\_\_\_ JOINT-STOCK COMPANY \_\_\_\_\_
3. LIST ALL PERSONS, FIRMS, CORPORATIONS, JOINT-STOCK COMPANIES HAVING AT LEAST A 5% OWNERSHIP INTEREST IN THE BUSINESS:  
\_\_\_\_\_  
\_\_\_\_\_
4. WHAT IS YOUR PRESENT HOME ADDRESS: \_\_\_\_\_  
\_\_\_\_\_
5. PREVIOUS ADDRESS(ES)(WITHIN LAST TEN YEARS): \_\_\_\_\_  
\_\_\_\_\_
6. DATE OF BIRTH: \_\_\_\_\_ HOME TELEPHONE NUMBER: \_\_\_\_\_  
BUSINESS TELEPHONE NUMBER: \_\_\_\_\_
7. UNDER WHAT NAME WILL THIS BUSINESS OPERATE? \_\_\_\_\_  
\_\_\_\_\_
8. GIVE BUSINESS ADDRESS AND TELEPHONE NUMBER: \_\_\_\_\_  
\_\_\_\_\_
9. SPECIFY THE IDENTITY AND ADDRESS OF THE PERSON TO RECEIVE ANNUAL TAX NOTICES  
AND ANY OTHER COMMUNICATION FROM THE CITY: \_\_\_\_\_  
\_\_\_\_\_
10. GIVE NAME AND ADDRESS OF REAL ESTATE (PROPERTY OWNER IF OTHER THAN BUSINESS OWNER): \_\_\_\_\_  
\_\_\_\_\_
11. GIVE NAME, DATE OF BIRTH AND ADDRESS OF ANY MANAGER OTHER THAN APPLICANT:  
\_\_\_\_\_  
\_\_\_\_\_
12. HAS ANY PERSON HAVING AT LEAST 5% OWNERSHIP INTEREST, ANY MANAGER LISTED IN RESPONSE TO QUESTION 11, OR ANY OTHER EMPLOYEE OF THE BUSINESS, BEEN CONVICTED OF ANY VIOLATION OF THE BEER OR ALCOHOLIC BEVERAGE LAWS OR ANY CRIME(OTHER THAN MINOR TRAFFIC VIOLATIONS) WITHIN THE LAST TEN YEARS? \_\_\_\_\_  
IF SO, GIVE PARTICULARS OF EACH CHARGE, COURT, AND DATE CONVICTED: \_\_\_\_\_  
\_\_\_\_\_

13. HAVE YOU OR YOUR ORGANIZATION EVER HAD A BEER PERMIT REVOKED, SUSPENDED, OR DENIED IN THE STATE OF TENNESSEE? \_\_\_\_\_ IF SO, SPECIFY, WHERE, WHEN, AND WHY:

14. GIVE THE NAME, RELATIONSHIP TO APPLICANT (IF APPLICABLE) AND ADDRESS OF THE FORMER BEER PERMITTEE AT THIS LOCATION: \_\_\_\_\_

15. WHAT IS THE NAME AND ADDRESS OF THE CHURCH (OR OTHER PLACE OF WORSHIP) NEAREST TO YOUR BUSINESS? \_\_\_\_\_

16. WHAT IS THE NAME AND ADDRESS OF THE SCHOOL NEAREST TO YOUR BUSINESS? \_\_\_\_\_

I CERTIFY THAT I AM KNOWLEDGEABLE OF THE LAWS PROHIBITING THE SALE OF BEER TO MINORS AND THAT THIS APPLICATION CONTAINS TRUE INFORMATION TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AM ALSO AWARE THAT I SHALL NOT BE ISSUED A PERMIT OR MY PERMIT SHALL BE REVOKED IF MY BUSINESS LOCATION CAUSES TRAFFIC CONGESTION OR INTERFERES WITH SCHOOLS, CHURCHES, OR OTHER PLACES OF PUBLIC GATHERING, OR OTHERWISE INTERFERES WITH PUBLIC HEALTH, SAFETY AND MORALS.

\_\_\_\_\_  
SIGNATURE OF APPLICANT/OWNER (OR AUTHORIZED CORPORATE OFFICER)

SWORN TO AND SUBSCRIBED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_

NOTICE: A NON-REFUNDABLE \$250.00 FEE MUST ACCOMPANY THIS APPLICATION. ANY APPLICANT MAKING FALSE STATEMENT IN THIS APPLICATION SHALL FORFEIT HIS PERMIT AND SHALL NOT BE ELIGIBLE TO RECEIVE ANY PERMIT FOR A PERIOD OF TEN YEARS.

A PRIVILEGE TAX OF \$100 IS IMPOSED ON THE BUSINESS OF SELLING, DISTRIBUTING, STORING OR MANUFACTURING BEER IN THIS STATE EFFECTIVE JANUARY 1, 1994 AND EACH SUCCESSIVE JANUARY 1. ANY HOLDER OF A BEER PERMIT ISSUED AFTER JANUARY 1, 1994 SHALL PAY A PRO RATA PORTION OF THIS ANNUAL TAX WHEN THE PERMIT IS ISSUED.

### FOR OFFICE USE ONLY

APPLICATION IS HEREBY: APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_  
ON THIS DATE: \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
BEER BOARD MEMBER

\_\_\_\_\_  
BEER BOARD MEMBER

\_\_\_\_\_  
BEER BOARD MEMBER

\_\_\_\_\_  
CONNIE KITTRELL, CITY RECORDER